

**Crieff Community Trust Board Meeting**  
**7pm, 19 March 2020, By dial in**

**Present:** Ailsa Campbell (AC), Ann Ross (AR), Jim Anderson (JA), Claire Sanville (CS), Ian Christie (IC), Jane White (JW), Paula Brown (PB)

**Apologies:** Peter Littwin (PL), Dan Granfield (DG)

**In Attendance:** Catriona Davies (CD), Arleen Sinclair (AS)

**1. Approval of Previous Minutes**

The minutes of the February Board meeting, having been previously circulated, were proposed by AC and seconded by AR to be approved as a true and accurate record.

**2. Matters Arising**

| <b>Action</b>  | <b>Owner</b>            |
|--|-------------------------|
| Ask Big Lottery if they would accept another application from us.<br><i>Emailed - no reply - will chase up</i>   | CD                      |
| Set up shared CCT Google Calendar <i>Done</i>  | JCW                     |
| Official complaint to PayPal re. difficulties in extracting our money<br><i>Letter in draft. CS and AC and CD to run through all info needed in order to sort out the matter</i> | CD                      |
| Funding balance to be set up for each project/ grant application in future   | DG                      |
| Gannochy Trust suggests drafting a letter to send to all solicitors in Strathearn re. legacies that are untouched.<br><i>Drafted by JCW, awaiting comments from DG</i>           | JCW                     |
| Volunteers needed for Drummond Arms exhibition on 21/28 March<br><i>Postponed</i>  | JCW, AS, AR volunteered |
| Follow up William Grant email re staff local community engagement<br><i>Postponed by William Grant</i>   | JCW / JA                |

**3. Declaration of Conflict of Interest**

None

**4. Membership**

1 new full member approved.

**5. Funder Update**

AS - Investing in Communities Fund (previously Strengthening Communities Fund) - backdated Oct-March 2020 grant offer has been received and processed (extra desk costs of £280 were included and accepted).

Year 3 grant accepted on HARP system and new grant offer letter will be sent to us for the year April 2020-21.

Reporting has been changed to annually as well as quarterly and also now needs to include expenditure. (NB Up to now, receiving funding late has not been an issue because we were able to cover cash flow imbalances due to having the Big Lottery money, this will not be the case in the future.)

CD - We should know on 25 March if we have been given £7,000 applied for from Community Investment Fund.

CD looking at applications to Gannochy Trust, Community Environment Challenge Fund, Rural Perth and Kinross Micro Enterprise Fund and Common Good Fund

**6. Communications**

Recommend using Zoom in future for board meetings etc. JCW to investigate.

(Update; sound probably worse than using landlines on WhyPay, benefit that we can

see each other. Both would be much better quality if used with headphones with mic.)

**7. Treasurer's Report** (CS circulated YTD report and February breakdown prior to meeting)

£3174 Can Do Crieff payments still stuck in PayPal.

No more payments being accepted into PayPal.

JA to draft letter to Telegraph money complaints page re. Pay Pal complaint.

Tweet this too.

PKC small grants - need to check how tree felling money has been accounted for - should be in restricted funds, since this was given to us to improve environment of Crieff.

£250 from CoOp should be in restricted funds too, as was given for a bench at Turretbank Wood. CS to create a new row within restricted funds.

End of year is 31.3.20. Need to submit accounts within 10 months.

Noel Patterson normally signs off numbers and approves accounts. CS and AC to chat to Mirella.

Bag Pack booked for Friday 30 October.

**8. Recruitment/Proposal of new Board members**

Paula Brown has agreed to become a Board member and was welcomed with enthusiasm. Necessary paperwork to become Board member has been completed by PB.

CD to set up PB on GDrive with CCT email account.

JCW to notify Companies House and OSCR.

**9. Coronavirus - impact and actions**

Co-working space remains open and a series of sensible measures have been agreed and emailed to members.

It is hoped to keep the space open for as long as possible until told by the government to close. 1 member (who worked in the airline industry) has cancelled membership. Has been quieter. Already had an impact on membership and income.

Biz Chat series - all bookings have been cancelled by Strathearn Arts till end May - so series postponed for time being.

Need to look at Scottish Government info re. assistance for businesses, grants etc.

IC advised that £3000 should be available for small businesses and rent covered by grant . AC will listen to Podcast from Federation of Small Businesses and see if relevant for Can Do Crieff.

CD is happy to work from CanDoCrieff for the moment. Once CD works from home then coworking space will have to close. AS will work from home.

Discussion about merits of CD sending out a positive email to all members thanking them for continued support. Also about wider publicity to advertise that Can Do Crieff is still open. Opportunity to offer services, if struggling at home. Somewhere to work - with emails, wifi etc. CD to draft a couple of social media and run past coworkers to get tone right. Tricky as we don't want existing members to feel that

we are bringing in new people. Need to keep social media feed alive somehow without BizChats.

Discussion about what our role should be in supporting the community at this time. CCT should be seen to visibly be supporting the community and reposting relevant info out to the community.

**10. Drummond Arms (AS circulated full update prior to meeting)**

Discussion focussed on our discussions earlier in the week, about whether CCT wants to be actively involved in DA development.

In order to evidence demolition we need to advertise to see if there are any businesses/ ideas we can pursue to justify development of DA.

Do CCT want to be involved in providing some proposals for the remaining option of the DA becoming a community space?

Suggestion, after Monday's meeting, that we should work up a proposal for an Active Travel Hub. This is the need which was established in the 2013 Action Plan. It would also respond to the Air Quality Action Plan. This is the only community use that we can justify as having benefit for the community. Do we have the capacity to bring this forward?

Feeling that our reputation would be at risk if we did not put forward any proposals. This has been our major project and commitment for a very long while and we feel a moral obligation to put forward proposals for a community space in the DA.

Question as to whether the Active Travel Hub might be a competitor to Comrie Croft. But it was felt that it should be synergistic.

AS reminded the board that if the building does still go to demolition, we would have to follow through on any proposals, finding alternative premises.

AS currently completing development grant application to Architectural Heritage Fund. They would help us develop a project to take to the Heritage Lottery. Any money granted could be match funded with the Town Centre Fund

We would get funding for a business consultant to analyse the market for the proposals. We support an application to the Architectural Heritage Fund.

We agreed as a board to take a project forward which focuses on sustainable transport/ active travel hub project in the local community.

We will continue to make plans to advertise the business opportunities for the building. AS contacting ReMake, Crieff Connections, Logos and other local groups to explore their interest as part of the advertising campaign.

Discussions to be held with Creative Crieff still to see if still interested in community use.

**11. Can Do Crieff (CD circulated update prior to meeting)**

When we restart Biz Chats we might do so with a Crieff Festival of Entrepreneurialism, working with local schools and businesses.

**12. Old St Michael's**

No update this month.

**13. Paths (JA circulated full update prior to meeting)**

Approval given by board for £600 to be spent on the two trees identified as needing work doing to them

Volunteer Group Activities will be stopped for the time being.

CD to send a note to Path Groups and on social media.

We continue to look at ways to link TBW path to other paths.  
 Comrie Community Council is now back on board with path developments.  
 Until we have approval from landowners we can't do any fundraising.

- 14. Crieff Community Action Plan (CCAP)**  
 Still waiting for responses from other groups. CD has not been chasing, due to other work commitments.
- 15. Annual report and AGM date**  
 Plan for AGM end of June if all goes well.  
 AC will begin the annual report with others to contribute their sections.
- 16. Approval by board of new authorised signatures for ICF fund.**  
 Approved.
- 17. AOCB**  
**Fountain refurb** - JW applying for funding to add electrics /fresh water.

**Next meeting Thursday 16 April**

| <b>Action</b>   | <b>Owner</b>    |
|---|-----------------|
| Set up Zoom for board meetings etc.   | JW              |
| Paypal problems - publicise if no progress .<br>Letter to Telegraph money page.       | CD /CS<br>JA/CD |
| End of year accounts  | CS / AC         |
| Annual report   | AC + all        |
| Set up PB on Google Drive.<br>Inform Companies House and OSCAR                        | CD<br>JW        |
| Monitor announcements re. Can Do Crieff staying open and financial support if closes. | CD/ DG          |
| Apply for Viability funding from Architectural Heritage Fund                          | AS              |